

# Family Emergency Plan

 **America's Most Prepared**  
*Military Community*



## Welcome

Welcome to America's Most Prepared Military Community, Navy Region Southwest's family emergency preparedness program. This program's focus is the well-being of our military families following a disaster. Our Sailors need to know their families are prepared to handle any situation on their own.

Emergencies can strike quickly and without warning and can force you to evacuate your neighborhood or confine you to your home. What would you do if basic services – water, gas, electricity or telephones – were cut off? Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone right away. Your family may be on their own for up to 72 hours.

You can cope with disaster by preparing in advance and by working with your family as a team. Follow the steps provided by America's Most Prepared Military Community to get prepared.

1. Get informed by attending one of America's Most Prepared Military Community's briefings.
2. Complete the Basic Plan section of this Family Emergency Plan.
3. Prepare your Basic Emergency Kit.
4. Return the post card on the back cover of this booklet to your Command Coordinator to receive America's Most Prepared Military Community participant recognition.

Being prepared is your best protection and your responsibility as a military family.



San Diego/Imperial Counties

## I. ENROLLMENT IN AMERICA'S MOST PREPARED MILITARY COMMUNITY

**T**o enroll in America's Most Prepared Military Community you must start your Family Emergency Plan by completing Section II of this plan. By enrolling you are committing yourself and your family to completing the rest of the Family Emergency Plan presented in this booklet. Congratulations on your enrollment and taking these steps to protect and safeguard your family.

## II. BASIC PLAN

Name and telephone number of person outside your local area for family members to call to report their location and condition

Name \_\_\_\_\_

Location \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Establish a location where your family will meet near your home

Location \_\_\_\_\_ Phone (if any) (\_\_\_\_\_) \_\_\_\_\_

Establish a location away from home where your family will meet in case you cannot enter your neighborhood

Location \_\_\_\_\_ Phone (if any) (\_\_\_\_\_) \_\_\_\_\_

## III. PREPARATION

### Family Meetings

**A**t least once a year, have a meeting with your family to discuss and upgrade your disaster plan and determine what training, equipment and supplies are needed. Occasional drills will assure quick reaction and avoid injury and panic in an emergency.

## IV. TRAINING

- A. Learn how to protect yourself from falling objects, smoke, fire, caustic fumes, etc.
- B. Learn First Aid/CPR. Check with your local American Red Cross for available courses.
- C. Know how and where to shut off utilities.

Location of gas valve: \_\_\_\_\_

Location of wrench: \_\_\_\_\_

Location of main water valve: \_\_\_\_\_

Location of main electrical circuit breaker: \_\_\_\_\_

Location of other utilities: \_\_\_\_\_

Location of manual garage door override: \_\_\_\_\_

D. Draw a floor plan of your home showing the location of exit doors and windows, utility shutoffs, First Aid Kit, emergency supplies, food, clothing, tools, etc. Be sure EVERYONE in your household is familiar with it. Show it to babysitters and houseguests when you're going away. They could use it to guide someone to a utility shutoff in an emergency.

E. What is your children's school/childcare disaster policy? Will they keep your children until you're able to come and get them? \_\_\_\_\_  
Are medical consent forms for your children complete? \_\_\_\_\_  
Where are the forms located? \_\_\_\_\_

F. Important Information (list here or place copies of the following in your Family Emergency Kit)

Drivers License #s: \_\_\_\_\_

Medical prescriptions: \_\_\_\_\_

Insurance policy numbers and contacts:

Medical/Dental: \_\_\_\_\_

Homeowners/Renters: \_\_\_\_\_

Automobile: \_\_\_\_\_

Life: \_\_\_\_\_

Deed/Lease/Rental information: \_\_\_\_\_

Bank account #s: \_\_\_\_\_

Credit cards: \_\_\_\_\_

Passport #s: \_\_\_\_\_

Copies of birth certificates

List your Social Security numbers but keep separate from this plan and the above numbers

***T***here are many different kinds of disasters, such as earthquakes, fires, floods, airplane crashes, chemical spills, pipeline leaks and explosions, which seldom give warning and can be equally devastating. Information on many different disasters is available at [www.fema.gov/plan/index](http://www.fema.gov/plan/index). The planning you and your family do now will be of benefit for any type of disaster that may strike your community.

## **V. BEFORE A DISASTER**

- A. Inspect your home.
- B. Secure water heater and tall or heavy furniture to wall studs.
- C. Move heavy items to lower shelves.
- D. Install clips, latches and other locking devices on cabinet doors.
- E. Provide strong support and flexible connections on gas appliances.
- F. Remove or isolate and secure flammable materials.

## **VI. IF YOU EVACUATE**

- A. Prominently post a message indicating where you can be found and the date/time you left.
- B. Take your emergency kit. Ensure you have:
  - Medicines and first aid kit
  - Flashlight, portable radio and batteries
  - Important papers and cash
  - Food, blankets and extra clothes
  - Make arrangements for pets

## **VII. AFTER A DISASTER**

- A. Put on heavy shoes immediately to avoid injury from stepping on glass.
- B. Check for injuries and give first aid.
- C. Check for fires and fire hazards.

Sniff for gas leaks, starting at the hot water heater. If you smell gas, hear a hissing sound or suspect a leak, turn off the main gas valve, open the windows and carefully leave the house.

**DO NOT TURN LIGHTS ON OR OFF, OR STRIKE MATCHES.**

*NOTE: Do not shut off the gas unless you suspect a leak exists. Do not turn it back on until the gas company or a plumber has checked the system.*

If you don't have a gas leak, turn off the electrical system at the main circuit breaker or fuse box.  
Shut off the water at the main valve due to possible contamination.

- D. Check on your neighbors for injury.
- E. Turn on your portable radio and listen for advisories.
- F. Locate a light source, like a flashlight.
- G. Don't touch downed power lines, objects touched by downed wires or stand in water near downed lines.
- H. Clean up potentially harmful material.
- I. Check house, roof, and chimney for damage.
- J. Check emergency supplies.
- K. Do not use the phone except in emergencies. Only call 911 for life threatening emergencies. For general and updated disaster information and for information on Red Cross shelters, call 211.
- L. **DO NOT GO SIGHTSEEING!**
- M. Open closets and cupboards carefully.
- N. Cooperate with public safety officials.
- O. Be prepared to evacuate when/if necessary.

## **VIII. EMERGENCY KITS**

**T**he contents of emergency kits can range from basic essential supplies to extensive lists of items to improve sustainment of you, your family and pets for a minimum of 72 hours. A two (2) week supply of medicines and prescription drugs is recommended.

**Basic Starter Kit** to qualify for America's Most Prepared Military Community consists of essential supplies of:

Water – minimum of 1 quart for drinking per person per day for three days.

Non-perishable food – Select food items that are compact and lightweight, pre-cooked and/or requiring minimum heat or water. Include: ready-to-eat canned meats or fish, fruits and vegetables, canned juices, high-energy foods, vitamins. Plan on 800 calories per person per day for a total of 2400 calories. For example, an 18-ounce plastic jar of peanut butter has 2850 calories; a six-pack of one and a half ounce boxes of raisins has 780 calories; a box of cereal bars can have over 1100 calories. All are lightweight and long lasting. Consider the needs of infants and pets and any other special needs. Don't forget a non-electric can opener if you have canned food.

First Aid Kit – ample and freshly stocked

### **Consider adding these additional supplies to your Basic Starter Kit:**

Blankets or sleeping bags for each member of the family

Additional water for drinking, cooking and hygiene – 1 gallon per person per day

Radio - portable, with spare batteries

Critical medications and eyeglasses

Fire extinguisher – multipurpose dry chemical labeled “ABC”

Flashlight – spare batteries and bulb

Watch or clock – non-electric

### **Hygiene & Sanitation Supplies**

Large plastic trash bags – for waste sanitation and protection

Large trash cans

Hand soap, hand sanitizer, and liquid detergent

Shampoo

Toothpaste and toothbrush

Pre-moistened towelettes

Deodorant

Dentures

Feminine supplies

Infant supplies

Powdered chlorinated lime – add to sewage to deodorize, disinfect and reduce insects

Toilet paper and paper towels

Newspapers to wrap garbage or waste

## **Safety Supplies**

Heavy shoes for each family member  
Heavy gloves for each adult  
Candles and waterproof matches (never light or strike a match near possible gas sources)  
Clothes – complete change for each family member  
Knife or razor blades  
Garden hose – for siphoning and fire fighting

## **Cooking Supplies**

Barbecue or gas grill; charcoal and lighter or propane (for outdoor use only); sterno stove  
Plastic bags – various sizes, sealable  
Pots (cooking) – at least two  
Paper plates, plastic utensils, paper towels

## **Car Survival Kit**

Non-perishable food  
Flares  
Bottled water  
First aid kit  
Fire extinguisher  
Blanket  
Sealable plastic bags  
Flashlight with batteries  
Tools and rubber hose  
Critical medications  
Pre-moistened towelettes and tissues

## **Water Tips**

To purify drinking water use one of the following methods:

- A. Boil for 5-10 minutes, letting water cool before using, or
- B. Add 8 drops of household bleach per gallon of clear water, 16 drops per gallon of cloudy water, mix well and let stand for 30 minutes, or
- D. Use commercial purification tablets such as Halazone or Globaline following package directions.

## IX. IMPORTANT TELEPHONE NUMBERS

USE "911" FOR LIFE SAFETY ONLY

- A. Fire \_\_\_\_\_
- B. Police \_\_\_\_\_
- C. Medical \_\_\_\_\_
- D. Physician \_\_\_\_\_
- E. Gas Company \_\_\_\_\_
- F. Electric Company \_\_\_\_\_
- G. Water Company \_\_\_\_\_
- H. Veterinarian/Kennel \_\_\_\_\_
- I. School(s)/Childcare \_\_\_\_\_
- J. **DUTY STATION (REMEMBER TO CALL YOUR COMMAND)** \_\_\_\_\_
- K. Fleet and Family Support Center's Family Information Center ( ) \_\_\_\_\_
- L. Navy Family Accountability and Assessment System Emergency Call Center (877) 414-5358 or visit [www.navyfamily.navy.mil](http://www.navyfamily.navy.mil)

### NOTICE:

*The information presented in this brochure is believed to be accurate and of practical value in preparing for a disaster, but no guarantee can be given that guidance presented here will provide complete protection.*

*Liability for any losses that may occur in a disaster, or as a result of applying the information contained in this brochure is specifically disclaimed by the U. S. Navy, The American Red Cross and any consultants or advisors involved in producing or reviewing material for this brochure.*

Name: \_\_\_\_\_

E-mail or telephone #: \_\_\_\_\_

Command: \_\_\_\_\_

- ☐ My family and/or I had already completed an emergency plan and have an emergency kit on hand.
- ☐ My family and/or I have completed the Basic Plan section of our Family Emergency Plan and have an emergency kit on hand.
- ☐ We need more information.

\*Return to your sponsor's Commanding Officer attn: AMPMC Coordinator



Fold Here



Cut Here



<p>EMERGENCY CONTACT INFORMATION</p> <p><b>Out-of-area Contact</b> Name: _____ Telephone: _____</p> <p><b>Neighborhood Meeting Place</b> Address: _____</p> <p><b>Out of Area Meeting Place</b> Address: _____</p>	<p>IMPORTANT TELEPHONE NUMBERS (cell phone, schools, day care, etc.)</p> <p>_____ _____ _____ _____</p> <p>Call 2-1-1 for shelter information</p>
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